

EMS/Judicial Committee
Service Center Room 248
Wednesday November 9, 2016
8:30 a.m.

1. **Meeting called to order at 8:30 a.m.** by Vice-Chair Zeitz
Members Present – Zeitz, Pike, Reichelt, and Voermans
Visitors Present – Leydet, Peterson, Sampson and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Voermans/Reichelt to approve minutes of October 12, 2016 – All voting aye.
3. **Tomahawk Report** - Report was handed out to the Committee. Expenses for the month of October were \$54,570. Sampson handed out an on-call recommendation detailing the concerns and a possible solution. Discussion followed. An agenda item will be on the December agenda for possible action. M/S Reichelt/Zeitz to place report on file – all voting aye.
4. **Merrill Report** – Written reports were included in the packet and addressed by Savone. The department had one hundred and twenty-nine patient contacts with gross billings of \$100,711.40 in October. October expenses were \$68,356.74 and under budget for the year (76.97%). Discussion followed. M/S Zeitz/Voermans to place report on file – all voting aye.
5. **2017 Contract for Family Court Commissioner Services**– Peterson presented the 2017 contract which includes an additional \$5,000 adding another day each month. Discussion followed. Pike/Reichelt to approve the 2017 Family Court Commissioner contract with Chair Loka signing the contract at a later date - all voting aye.
6. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2016 October charge report, accounts receivable balance, and write-off reports. The accounts receivable balance is \$322,788.56 at the end of October and is current. Total billable runs for October were 134 with total billings of \$125,231.00. Write-offs in the amount of \$7,804.93 are being requested. Discussion followed. M/S Voermans/Reichelt to approve write-offs and place report on file – all voting aye.
7. **Review Year-to-Date Budget Reports** - Leydet reported that no budget concerns have been brought to his attention. Discussion followed. M/S Zeitz/Pike to place report on file – all voting aye.
8. **Set Next Meeting Date** – December 14, 2016 at 8:30a.m.
9. **Adjourn** – M/S Pike/Reichelt to adjourn at 8:41 a.m. – all voting aye

Minutes prepared by,
Dan Leydet, Finance Director